

## FOXTON PARISH COUNCIL

Clerk: Annabel Wright

Foxton Parish Council, Foxton Village Hall, Hardman Road, Foxton, CB22 6RN

Tel: 01763 838 430 Email: [clerk@foxtonparishclerk.gov.uk](mailto:clerk@foxtonparishclerk.gov.uk)

**There is to be a Meeting of Foxton Parish Council on Thursday 22 April 2021 at 7.30pm.**

*Due to Covid 19 the meeting will be conducted via Zoom video/teleconference. If you wish to join, please click on the link below or call the phone number using the passcode provided (normal rates apply).*

Join by weblink (click on link or copy to web browser):

<https://zoom.us/j/99522681504?pwd=VkRLUC8vWW5EeHkxUEhxVVgrVXI2QT09>

Meeting ID: 995 2268 1504 Passcode: 316991

Join by Phone: +44 330 088 5830 and enter Passcode: 316991

**All members of the Parish Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.**

Members of the Public and Press are invited to address the Council at the Open Forum and are asked to submit comments by email to the clerk at [clerk@foxtonparishcouncil.gov.uk](mailto:clerk@foxtonparishcouncil.gov.uk) if possible

### AGENDA

1. **Apologies for absence**
2. **Laurentian reporting**
3. **Open Forum for public participation – please submit comments by email if possible**
4. **Members declarations of interest for items on the agenda**
5. **To approve and sign the minutes of the Meeting of 1 March 2021** (*Chairman signs minutes at the meeting*)
6. **Matters arising from these minutes**
7. **Update on Councillor vacancy and addition of a 10<sup>th</sup> Councillor**
8. **District Councillors report**
9. **County Councillors report**
10. **Planning (see planning minutes from 10 March)**
  - a. Update on Thakeham proposal
  - b. Update on GCP proposed travel hub
  - c. Neighbourhood Plan update
11. **Infrastructure**
  - a. LHI application – update on decision and consider next steps
  - b. East West Rail consultation 31 March to 9 June 2021
12. **Recreation ground bookings – including correspondence regarding fair recreation ground use and school funding/ pupil numbers in relation to planning policy**
13. **Approval of new website and WIX pricing plan of £8.50 per month**
14. **R&A**
  - a. Memorial benches update
15. **S106 update including VAT reclaim advice and receipt of S106 funds**

## 16. Finance

- a. End of year report and budget overview
- b. Reserves policy
- c. Updated Asset register and insurance
- d. Quotes:
  - i. Seating, made of recycled plastic, for recreation ground along churchyard hedge boundary and installation costs as follows:
    - Glasdon - Picnic table with wheelchair access seats x 8 £756 +VAT
    - NBB - Snakes & ladders/ draughts activity table £495 +VAT
    - TDP - Three sets of 2-seater chairs and anchor kits £1105.26+VAT
    - Installation of 5 concrete pads Quote A for 3 pads £1350+VAT, Quote B for 5 pads £1298.64+VAT
    - Installation of a disabled access path Quote A £2078+VAT, Quote B £2325+VAT
  - ii. CAPALC training on planning and power £30.00
- e. Approve payments in attached schedule - *Invoices received after the agenda has been published may be brought to the Parish Council meeting for approval*

Total lowest cost: £5732.90+VAT. It is proposed that 50% of these costs are met using S106 funds, with the remaining 50% to be funded by RGT (£2866.45 each)

## 17. Virtual meetings and preparation for return to face-to-face meetings

- a. Government consultation on virtual/ hybrid meetings response
- b. Advice on returning to face-to-face meetings and safe use of buildings
- c. Hybrid meetings, maintaining virtual access to the public
- d. Delegation review if a Parish Council meeting is unable to go ahead

## 18. Annual Parish Meeting format

## 19. Police liaison

## 20. Correspondence

21. Items for next agenda – please submit by email to [clerk@foxtonparishcouncil.gov.uk](mailto:clerk@foxtonparishcouncil.gov.uk)

22. Date and time of Parish Council Annual Meeting: **Tuesday 4 May 2021 at 7.30pm**

*Motion to exclude Public and Press: Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 where publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted on the following agenda item 23-25.*

**23. Updated job description and update on appraisal**

**24. Clerk's home allowance**

**25. Recreation ground sports club terms and conditions**



**Annabel Wright, Parish Clerk**

**16 April 2021**

## RECEIPTS

Payer	Item	Paid by	Gross £
SCDC	S106 funds for sports facilities	BACS	24,835.31
RGT	Reimbursement of tree and hedge work	BACS	892.88
Cambs County Council	Reimbursement of trees purchase	BACS	519.60
Foxton Bowl Club	Rent and defibrillator maintenance contribution	BACS	34.00

## ORDERS SUBMITTED – approved by Chair/ Clerk

Payer	Item	Gross £	VAT
SP Landscapes	Removal of Elder tree, approved by Clerk/ Chair	120.00	20.00

## PAYMENTS

### Payments made (prior agreed)

Payee	Item	Paid by	Gross £	VAT £
Parish Clerk	Salary and pension	SO/ DD	Confidential	0.00
Opus Energy	Street Lighting (unmetered)	DD	5.28	0.25
Google Ireland Ltd	Gmail	DD	41.40	0.00
Zoom video comms.	Monthly subscription	DD	14.39	2.40
NALC	NALC training - How to get young people involved in local councils, approved by Clerk/ Chair	BACS	38.93	6.49
Premier Leisure	Football goal, £150.00 approved at March PC meeting, remainder approved by Clerk/ Chair	BACS	172.95	28.83
Barbara Black	PPE from Covid community grant	BACS	29.96	5.00
Annabel Wright	Mileage (from previous month)	BACS	11.52	0.00
S W Gardens	Dovecot – meadow preparation for wildflower planting (from ZCC grant) – approved at March PC meeting	BACS	450.00	0.00
Mr Groundsman	Vertidrainage – approved at January PC meeting	BACS	150.00	25.00
Peter Evans	Village Warden duties (1-28Feb 2021)	BACS	183.75	0.00
S W Gardens	Remove ivy hedge and suckers	BACS	220.00	0.00

### Payments made with authorisation from Clerk/ Chair as meeting on 12 April had to be postponed due the National Period of Mourning

Parish Clerk/ HMRC	Additional salary/ NI & tax	BACS	Confidential	0.00
Parish Clerk	Expenses - Mileage	BACS	5.76	0.00
Starboard Systems Ltd	Scribe accounts annual subscription	BACS	345.60	57.60
Peter Evans	Repair to damaged fence at Foxton car park – reimbursement from resident awaited	BACS	130.00	0.00
CAPALC	Affiliation fee (£426.86) and data protection officer membership scheme (£50)	BACS	476.86	0.00
Foxton Cricket Club	Grass cutting	BACS	200.00	0.00
MAGPAS	S137 Charitable donation, approved December PC meeting	Debit card	100.00	0.00
Royston Community Transport	S137 Charitable donation, approved December PC meeting	BACS	100.00	0.00
Foxton Parish Council	Top up Treasurer to cover Zoom monthly DD payment and debit card payment for MAGPAS	BACS	154.04	0.00

Peter Evans	Pavilion bench maintenance	BACS	46.25	0.00
Peter Evans	Village Warden duties	BACS	225.00	0.00

**Payments to be authorised**

<b>Payee</b>	<b>Item</b>	<b>Pay by</b>	<b>Gross £</b>	<b>VAT £</b>
S W Gardens	Grass cutting	BACS	120.00	0.00